

**CITY OF LAURINBURG
CITY COUNCIL AGENDA WORKSHOP MEETING
SEPTEMBER 10, 2013
W. CHARLES BARRETT BUILDING
305 WEST CHURCH ST.
7:00 p.m.**

The City Council of the City of Laurinburg held an agenda meeting on August 13, 2013 at 7:00 p.m. in the conference room of the W. Charles Barrett Administration Building with the Honorable Thomas W. Parker, III, presiding. The following Councilmembers were present: Mary Jo Adams, Curtis B. Leak, Andrew G. Williamson, Jr. Absent was Councilmember J. D. Willis.

Also present were Charles D. Nichols III, City Manager; Jennifer A. Tippett, City Clerk; and William P. Floyd, Jr., City Attorney.

Mayor Parker called the meeting to order at 7:00 p.m. Councilmember Adams gave the invocation.

Mayor Parker congratulated the City Manager on the birth of his son, Hudson Joseph Nichols.

APPROVAL OF AGENDA

Motion was made by Councilmember Leak, seconded by Councilmember Adams, and unanimously carried to approve the agenda as presented.

AGENDA FOR SEPTEMBER 17, 2013

The City Manager reviewed the agenda for August 20, 2013 as follows:

- 3) Consent Agenda (**Item A**)
 - a) Consider minutes of June 18, 2013 regular meeting; July 9, 2013 agenda workshop; July 16, 2013 regular meeting; and August 1, 2013 special meeting

PUBLIC HEARING

- 4) Continued Second CDBG Public hearing

DELEGATION

- 5) Jim Willis and Miller Slaughter-Plans for Farmers Market
- 6) Adrian Lowery-COG-Urgent Repairs Grant

CITY MANAGER REPORTS

- 7) Consider Resolution No. R- 2013- honoring Ellis Hankins upon his retirement from the North Carolina League of Municipalities
- 8) Consider Ordinance No. O-2013- condemning the property located at 218 McGirts Bridge Rd. and authorizing the City Building Inspector to demolish and clear the property
- 9) Consider setting public hearing at 7:00 p.m. on October 22, 2013 to consider an amendment to Article X Permissible Uses Section 146 Table of Permissible Uses and an amendment to Article XI Supplementary Use Regulations of the Unified Development Ordinance

The City Manager explained that Planning Board did not have a quorum.

Mrs. Deese explained that staff was attempting to schedule a special meeting of the

Planning Board on Monday or Tuesday of next week to consider this item and the next item.

- 10) Consider setting public hearing at 7:00 p.m. on October 22, 2013 to consider a request for a Conditional Use Permit to expand an existing daycare facility located at 497 Produce Market

- 11) Consider Ordinance No. O-2013- amending the FY 2013-2014 Budget Appropriations Ordinance (O-2013-17) by allocation \$19,000.00 from Fund Balance to Other Improvements

The City Manager explained that this budget amendment was to purchase the land for the pump station, and staff needed to know whether to take the funds from Contingency or Fund Balance.

It was consensus of Council to take the funds from Contingency.

Councilmember Leak requested a breakdown of costs of the FCC Project and how much additional money may be needed.

- 13) Consider Ordinance No. O-2013- amending the FY 2013-2014 Budget Appropriations Ordinance (O-2013-17) to receive funds for the North Carolina Housing Finance Agency Urgent Repairs Grant

- 14) Consider Resolution No. R-2013- authorizing the Mayor, City Manager and City Clerk to execute any documents related to the North Carolina Housing Finance Agency Urgent Repairs Grant

Upon question by Councilmember Leak, Mrs. Deese explained that the grant totaled \$75,000 and all of it would be spent in the City Limits.

- 15) Consider awarding bid to Draughon Brothers Inc. for audio-visual improvements to the Council Chambers in the amount of \$10,043.02

The City Manager explained these improvements.

The City Clerk discussed the two (2) bids received and that Tom Waage and Diane Hanke of St. Andrews reviewed the bids and suggested that the bid be awarded to Draughon Brothers.

- 16) Consider Resolution No. R-2013- authorizing the City Manager to award installment financing contract to responsible responsive bidder for \$8.3 million installment financing for FCC Project

The City Manager explained that the proposals for financing will be opened on September 18th and all paperwork needs to be submitted to the LGC by September 20th for the October 1st LGC meeting. He added that the financing amount may be low because at this time we don't know how many wells may be needed.

- 17) Consider Resolution No. R-2013- designating October 6-12, 2013 as Public Power Week in Laurinburg

Upon question by Councilmember Leak, Mrs. Carpenter explained that Customer Appreciation Day would be advertised on the website.

Mr. Haywood added that something could be put in the Quarterly Newsletter that goes out the first of October.

APPOINTMENTS

- 18) Planning Board-Charles "Scoofer" Jordan

- 19) Scotland County Parks and Recreation Advisory Board

Councilmember Williamson volunteered to accept this appointment.

- 20) Voting delegate and alternate for NCLM Annual Conference

The City Manager explained that normally the City Manager is the voting delegate and another attendee is the alternate.

CONSIDER AUTHORIZING THE CITY MANAGER AND CITY CLERK TO

EXECUTE A NON-DISCLOSURE AGREEMENT

The City Manager explained that he was requesting Council's approval for the City Manager and the City Clerk to execute a Non-Disclosure Agreement with BroadPlex LLC to continue discussions about lighting the City's fiber to offer fiber to FCC and other customers. The discussions involve terms of any proposed contract. He added that no funds would be expended at this time.

Motion was made by Councilmember Williamson, seconded by Councilmember Adams, and unanimously carried to authorize the City Manager and City Clerk to execute a Non-Disclosure Agreement with BroadPlex LLC.

DISCUSSION OF FIRE TOWER AT NORTH FIRE STATION

The City Manager explained that the Fire Tower at the North Fire Station had been an issue in the past and staff needs direction from Council on how to proceed.

Mrs. Deese provided a brief history of the Fire Tower as follows:

- Memorandum of Understanding signed by the City Manager, Craig Honeycutt, and the Scotland County Firefighters Association.
- Proper permits were obtained from neither the City Zoning Office nor the Scotland County Building Inspection Department.
- It was built in a flood plain that requires certification of an engineer and that the elevation is raised to two (2) feet above the flood level for the site.
- Dirt was hauled in but no engineer's certification has been received.
- Concern that construction does not meet NC Building Code standards.
- Since it's on the City's property, the City can either remove it or bring it into compliance.

Mr. William Skipper of the Scotland County Firefighters Association discussed the following regarding the fire tower:

- Council voted in February 2009 to allow the Fire Tower to be built.
- Memorandum of Understanding between the City and the Firefighters Association signed in March 2009 allowing the fire tower to be constructed.
- Memorandum states that the Fire Association must submit approved plans to the City Manager.
- The City Manager, Mr. Honeycutt, told the Fire Association there was no need to submit plans.
- Phase I was the fire tower and Phase II included using conex containers for live-burn training.
- Mr. Honeycutt had problems with Phase II and the Association could not get an engineer to certify the plans for Phase II; therefore, the Association scrapped Phase II construction.
- Fire Association feels it has met all obligations with the Memorandum of Understanding which requires that the City accept it and maintain it.
- 90% of the funds to construct were donated by the Matt Ellis Memorial Fund.
- The City's current Fire Chief and the prior Chief would not allow training on the fire tower because they thought it unsafe.

Upon question by Councilmember Adams, Mr. Skipper explained that the Association had spent approximately \$2,000.00 on the fire tower.

Upon question by Councilmember Williamson, Fire Chief Gibson explained that when the structure was approximately three-fourths completed, the County Inspection Department noticed the tower and stopped at the Fire Station to question the construction. He added that Fire Department personnel told the Inspector to contact the Scotland County Firefighters Association. He further added that he and the previous Fire Chief both were concerned about the structure because no permits were obtained and it did not meet the State Building Code, and furthermore, when people climb the tower, it swayed.

Further discussion ensued concerning the fire tower and its location in a flood plain. Mrs. Deese explained that any improvements in the flood plain must be approved by an engineer.

Discussion ensued concerning locating the fire tower on City property at Public Works near the Police Department has a firing range.

Upon question by Mayor Parker, Mr. Skipper explained that currently the closest locations for training for firefighters is at Richmond Community College and Fayetteville Technical College and the volunteers have to pay for their own training.

Following further discussion, it was consensus of Council for Fire Chief Gibson and Mrs. Deese to work on a site and proper plans for a fire tower training facility.

DISCUSSION OF EMPLOYEE SURVEY & YOUTH COUNCIL

The City Manager requested that these two (2) items be moved to October since Mrs. Martin was attending the Municipal and County Administration course in Chapel Hill.

CONSIDER SCHEDULING COUNCIL RETREAT

The City Manager explained that a Fall Retreat had been discussed and if Council so desired, one could be scheduled the last week of September.

Following discussion, it was consensus of Council to hold a Retreat on Monday, September 23, 2013 at 4:00 p.m. in the Council Chambers.

Mayor Parker requested that the City Clerk send the existing list of retreat items for consideration and that Council contact her or the City Manager with additional items.

CONSIDER SCHEDULING CITIZEN INPUT SESSION IN JANUARY/FEBRUARY TIMEFRAME

Mayor Parker explained that because the Citizen Input Session is used in preparing the budget, Council might want to consider holding it in the January/February timeframe.

DISCUSSION OF ORGANIZATIONAL GOALS

The City Manager explained that he had received no comments or feedback on the draft goals he had presented to Council.

Upon question by Mayor Parker, the City Manager explained that some of the goals have been completed. He added that he requested Department Heads provide him with a monthly update on goals so that he could update Council.

A brief discussion ensued concerning employee evaluation system and the Gang Task Force.

Following discussion, the City Manager explained that he would provide a quarterly update and attach to the Weekly Update.

OTHER

Mayor Parker discussed the Beautification Day combined with the United Way Day of Caring, and explained that he wanted to recognize those who worked so hard. He stated that Mrs. Lynne Mabry of the Beautification Committee took her edging machine and edged Church Street until after 5:00 p.m.

A brief discussion ensued concerning the combination of Beautification Day and United Way Day of Caring.

Upon question by Councilmember Adams, Mr. Haywood explained that Stacey McQuage has contacted the State twice on the sidewalks under the bridge at Scotland High School.

ADJOURNMENT

Motion was made by Councilmember Leak, seconded by Councilmember Williamson, and unanimously carried to adjourn the meeting.

The meeting adjourned at 8:02 p.m.

Thomas W. Parker, III, Mayor

Jennifer A. Tippett, City Clerk